

CA 2010 17 - 2008

## HOW TODO BUSINESS IN CHINA





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## HOW TO DO BUSINESS IN CHINA

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# THE PEOPLE'S REPUBLIC OF CHINA

China, with her one billion plus population, undoubtedly will be the world's next great marketplace.

In her recent moves towards modernisation and opening the door to the world, China presents a unique opportunity to Canadian businesses. China accounts for only 5 percent of the world's trade, although she has almost 25 percent of the world's population. In her effort to catch up with the world trading activity, China presents an enormous profit opportunity and challenge to Canadian businesses.

In fact, many Ontario companies are already doing business with the People's Republic of China — and are profiting from their efforts. Nonetheless, these efforts require patience, diplomacy and strong negotiation skills. China in this phase of modernisation is scrutinising all proposed business deals with caution and proceeds only with those deemed profitable to the country. However, once the business ties are established, the return can be proved extremely rewarding.

### A TREMENDOUS POTENTIAL

Canada is China's fifth most important source of imports. In 1985, the value of our exports to China reached \$1.3 billion. By far the largest volume of trade is in wheat (1985, \$446 million). The value of semi-processed products including nonferrous metals, wood pulp, newsprint and petrochemical products in 1985 exceeded \$432 million. Annual export of manufactured products exceeds \$68 million. While the leading position of wheat

and semi-processed exports is not likely to be challenged, other manufactured product exports

are virtually certain to increase.

China is in the second year of its seventh Five Year Plan. These plans aim to raise the living standards of the people while holding down inflation through tight budgetary control and developing the necessary economic infrastructure. Priorities are energy, transport and communications. The Chinese also try to maintain balanced development in agriculture and both light and heavy industries.

The country is moving away from a centralized, rigidly planned economy to a mixed economy governed by legislation. Heavy industry, utilities and strategic industries are likely to remain under centralized control. Yet it appears that the light industry, commerce and the service sector, including shops, restaurants and hotels. will be operated privately or collectively and that their production and prices will be controlled by market forces.

During recent years there has been a major reform in China's economic policy. The confusion and uncertainty of early phases, however, are reflected in a cautious approach by Chinese bureaucrats. When this attitude is added to traditional caution, the result may be delays for foreigners trying to do business. However, once a foreign business person has been accepted by the Chinese, subsequent dealings are greatly facilitated.

### THE NEW SPELLING OF CHINESE NAMES

Until the late 1950s, the spelling of Chinese names in the Roman alphabet was inconsistent. In English they were one thing, in German another, and in other languages other spellings applied. To rationalize this situation, China adopted a new system for Romanizing Chinese names, called Pinvin. Essentially, it is based on the pronunciation used in Mandarin, the dialect spoken in Beijing, (Peking spelled in Pinyin). Where street names are posted in the Roman alphabet in China, Pinyin spelling is used.

To English readers, some Pinyin words look strange, since the pronunciation of some letters is different. For example, the Pinyin "x" is pronounced like sh; the Pinyin "q" is pronounced like ch; and the Pinyin "zh" is pronounced like j. Therefore, the name Zhou Enlai is pronounced Jo Enlie.

Here are some other common Pinyin

words with their previous spellings:

Aomen — Macao
Beijing — Peking
Guangzhou — Canton (also called
Kwangchow)
Mao Zedong — Mao Tse Tung
Nanjing — Nanking
Shenyang — Mukden
Xiamen — Amoy
Xianggang — Hong Kong
Zhengzhou — Chengchow

### **QUICK FACTS**

**Area:** 9.6 million square kilometres;

third largest country in the world (after Russia and Canada)

Climate: China extends through 30

degrees of latitude. Its climate ranges from sub-tropical in the south to "temperate" in the north, where winters are as severe as those in Northern

Ontario.

**Population:** 1,036,040,000 (1984)

Capital City: Beijing (9.8 million)

Other Major Cities:

Shanghai (11.6 million); Tianjin (9.5 million); Guangzhou (5.2 million); Dalian (1.5 million);

Nanjing (2.1 million); Chongquing (13.6 million)

Gross National \$403.4 billion

Product: Per Capita

\$394

GNP: Currency:

Renminbi (also Yuan) Cdn\$1 = Rmb2.58 (1987)

Power:

220 volts, 50 cycles

Time Zone:

Eastern Standard Time plus 12

hours = Beijing time

Do not drink tap water

Health Note: Hours of

8 am-noon, 2 pm-6 pm six days per week. Closed Sundays.

Business:
Public
Holidays:

New Year's Day, Jan. 1; Spring Festival — three days in late Jan-

uary or early February; May Day, International Labour Day, May 1; National Days, October

1 and 2.

Language:

Although there are very many regional dialects, Mandarin Chinese is understood throughout the country. In the written language, simplified characters have replaced "classical" characters throughout the mainland.

Religion:

Buddhist, Muslim and Christian faiths are practised in China as is traditional ancestor worship. The new constitution allows freedom of religious beliefs but forbids foreign control of religious organizations. The Chinese Catholic Church, therefore, is not in communion with the Vatican.

#### **GOVERNMENT**

The Chinese government has two branches: the legislative branch, or National People's Congress and the executive branch, or State Council. Both take their authority from the principal organization of modern China, the Chinese Communist Party.

The Chinese Communist Party holds a National Party Congress every five years to elect a Central Committee, which in turn elects a Politburo with over 20 members. A standing committee is formed from the Politburo, which makes all administrative and political decisions affecting all

aspects of Chinese life.

The National People's Congress is an elected body that meets irregularly to endorse the policies of the Chinese Communist Party and to appoint the members of the State Council. The council carries out the policies of the Chinese Communist Party after they have been endorsed by the National People's Congress.

### INVESTMENT AND TRADE

Foreign investments come under the China International Trust and Investment Corporation (CITIC), a state-owned socialist enterprise with a paid-up capital of Rmb 200 million. The CITIC increased that amount to Rmb 600 million out of its own profits in 1986.

The CITIC has the following

responsibilities:

- 1) assist in joint ventures by helping Chinese and foreign investors find appropriate partners and to provide equity funding where necessary;
- 2) assist enterprises that are 10 percent foreign-owned;
- assist Chinese and foreign investors to negotiate compensation trade agreements;
- serve as the principal channel for investment funds from overseas Chinese and foreign investors;
- 5) invest in factories abroad.

If you're considering a joint venture in China you should communicate with the CITIC to begin negotiations and develop proposals. These proposals require approval by the Ministry of Foreign Economic Relations and Trade.

Foreign technology and products are usually introduced to end-users through technical seminars organized by science and technology exchange centres with foreign countries. These

centres are located in major cities.

Contract negotiation is essentially conducted through a number of foreign trade corporations in various industrial sectors and geographical areas. You should be careful to identify the appropriate foreign trade corporation.

Promotion of foreign trade is the responsibility of the China Council for the Promotion of International Trade (CCPIT), an organization made up of representatives from China's eco-

nomic and trade departments.

CCPIT plays host to overseas delegations and personnel visiting China in the fields of economics, trade, commerce and legal affairs. It organizes Chinese delegations to other countries on tours of investigation, organizes Chinese economic and trade exhibitions abroad and participates in international fairs. It receives foreign economic, trade or industrial technology exhibitions to China and organizes technical exchanges between China and other countries. The council handles the legal end of international economic and trade matters and organizes nongovernmental international economic, trade and legal affairs conferences. The council has offices that publish economic, trade and technical periodicals on China's economic and trade policies, practices, developments and export commodities to other countries. It also publishes journals informing Chinese readers on new products and processes used abroad. CCPIT has greatly increased the understanding between the peoples of China and other countries, especially in trade relations.

Close ties have developed between the council and Chinese economic, technological and trade departments. Contacts have also been established with traders, economists and business people of some 150 countries and regions.

### DOING BUSINESS WITH CHINA

Doing business with China takes patience and perseverance for a period that could stetch over several years. On the other hand, immediate "off the floor" sale at a trade fair is not unheard of. China considers all enterprises in which it

participates to be part of the country's plan for economic growth.

Once a foreign business person's credentials have been established, the links are strong. Once having dealt successfully with the Chinese, you can deal with them again quickly and easily.

Forging links with China requires patience. One effective way of cultivating friendship and trust and obtaining firsthand market information is through establishing an office in China. It is also possible to make a direct approach to a Chinese trade organization, providing you have

the right product and right price to offer.

An intermediary trusted by the Chinese can make introductions easier for the newcomer. Typical intermediaries are the Ontario trade representative in Hong Kong, the Canadian Embassy in China, Canadian Consulate in Shanghai, the Canada-China Trade Council in Toronto and China, Canadian banks with branches in China, existing firms doing business with China, trade associations, or government services in Canada such as the Ontario government's Ministry of Industry, Trade and Technology and the federal government's Department of External Affairs.

The intermediary makes the initial contact. If this approach is successful the Chinese work unit will invite the Canadian business person to visit China. Such an invitation is a necessity, since a business visa is virtually impossible to obtain without it.

Visits to China are essential, for personal relationships are vitally important to a business deal. It usually takes more than one visit.

## EXPORTING OPPORTUNITIES

Since 1971, Canadian exports to China have increased eightfold. China and Hong Kong are now Canada's fifth most important overseas market, after Japan, UK, USSR and Germany.

Major Ontario exports to China are synthetic resins, steel bars and rods, wood pulp, synthetic fibres and tobacco leaves. Other exports include telecommunications equipment, measuring and controlling equipment, auto parts and industrial machinery. The export of fully manufactured goods, like motor vehicles, aircraft, office machinery and equipment, and electric lighting and distribution equipment have been on the rise in recent years.

By 1985 China spent \$27 billion on the development of coal, oil, hydro, nuclear energy and the electrical industry. Energy expenditures will reach \$300 billion by the end of the century. There are opportunities for the export of oil and gas technology and equipment, for coal mining and handling, hydroelectric development, nuclear power and electric power-related products and

services.

The transportation sector will need electrical railroad equipment, signals and communications equipment, heavy diesel locomotives and rolling stock, electronic navigation equipment for ports, trucks and aircraft.

Most of China's population makes its living from farming. Farm machinery is in short supply at all levels, as are equipment and technology for fishing, stock raising and food processing.

Chinese heavy industry needs steel rolling equipment and expertise; machinery to produce fertilizers and synthetic fibres; bulk handling equipment for ore, coal and crude oil; energy-conservation equipment, especially in ore production; geological prospecting and explora-

tion equipment and expertise; and high-voltage transmission equipment.

The electronics industry is a new and fast-growing industry in China in recent years. However, the development of energy, raw materials and transportation structure are being emphasized in the new plan.

### TECHNOLOGY TRANSFER

One of the most successful trading areas with China is technology transfer.

This is usually achieved through licensing and joint ventures, which may contain a sunset clause that reverts dual ownership over time

to 100 percent Chinese control.

China's economic development is premised on sufficient foreign earnings to support capital growth. Technology exchange gives them a number of obvious benefits, including access to modern technology, training that leads to self-sufficiency and autonomous management; and ultimately, foreign exchange.

Ontario companies also benefit: from the initial sale of their goods and services to downstream sales of components and technology or equipment that can't be produced efficiently in China; and eventually, the greater competitiveness that comes from increased sales to third

markets.

Not surprisingly, the Chinese are most interested in Ontario companies whose capabilities closely match their own increasing needs for

technology.

In recent years, a large and increasing portion of Ontario's exports to China is comprised of fully manufactured products, many of which contain high technology. There has been great progress made in the field of telecommunication systems.

### THE TWINNING AGREEMENT

In November 1985, the Government of Ontario entered a twinning relationship with the Chinese

province of Jiangsu.

Jiangsu is China's premier province with a strong base in manufacturing and agriculture. Located on China's eastern seaboard, with excellent transportation facilities for sea, rail and air linkages, Jiangsu produces over 10 percent of China's gross product with approximately 6 percent of the population.

From a trade standpoint, the twinning agreement will help Ontario suppliers of technology equipment and services focus their efforts in penetrating and expanding the Chinese market — primarly through the Science and Technology Centre in Nanjing, the capital city of Jiangsu.

### THE ONTARIO-JIANGSU SCIENCE AND TECHNOLOGY CENTRE

The Centre, officially opened in January 1987, facilitates commerce between Ontario and China, chiefly by means of technology transfer and joint

venture agreements.

The Centre serves to identify specific Chinese requirements and match those needs with appropriate Ontario suppliers of technology, equipment and services. Sectoral priorities already identified by Jiangsu and Ontario include: food production and processing, fibre optics, energy conservation and new energy sources, computer software, modernization of small and medium-scale enterprises, and management training including marketing, technology transfer, production control and quality assurance.

The Centre also showcases Ontario's capabilities by exhibiting and demonstrating

appropriate technology and products, which provides potential buyers from Jiangsu and the surrounding region with the opportunity to see first-hand what Ontario firms have to offer.

The services and facilities of the Centre will also be made available to the provinces near Jiangsu, namely, Shandong, Anhui, Zhejiang, Fujian, Jiangxi and the Municipality of Shanghai. In Canada, Ontario, through the Centre, will be cooperative in assisting the Chinese establish contacts with other Canadian provinces and jurisdictions.

### CHINA'S TRADE FAIRS

There are a number of industrial sector fairs held in various cities, predominantly Beijing, Shanghai and Guangzhou. These fairs are usually sponsored by a Chinese organization and organized by trade promotion agencies connected with China.

The three-week Chinese Export Commodities Fair (CECF) is held twice a year in Guangzhou: April 15 to May 5 and October 15 to November 5. The fairs are basically for foreign buying. Participation is by invitation only, obtained by applying to the Chinese foreign trade corporation dealing with your industry. A copy of your letter must also go to the CECF organizing committee at the Dong Fang Hotel, Guangzhou, China.

Participation will give your company good connections to potential Chinese customers and the chance to conduct technical seminars, which is one of the best ways to arouse buyer interest in China.

### METHODS OF TRADING WITH CHINA

There are five methods:

**Cash Transactions** involving foreign exchange are usually conducted for the purchase of goods and services in priority sectors at both the central and provincial levels.

**Barter Trade** is simply an exchange of goods. China's principal barter trade has been with Eastern European and Russian agencies.

Compensation Trade China supplies the plant and workforce; the trading partner supplies equipment, technology, supervision and raw materials. The trading partner pays China a processing fee for the goods produced. The fee is usually discounted substantially and applied against the cost of the equipment until China becomes the owner of the equipment. A full processing fee is charged thereafter.

Compensation trading works at all levels, from large-scale construction projects through light industry to mining and agricultural

projects.

**Processing Trade** China arranges with foreign traders to manufacture or process commodities to meet the trader's specifications. The trader supplies the raw materials. In a typical arrangement, an Ontario company ships pork to China to be processed into a gourmet food and sold back to the Ontario economy.

Joint Ventures are limited-liability companies created by you and the Chinese. Foreign ownership in a joint venture must be at least 25 percent. The Chinese contribution is generally in the form of land, factory, labour, raw materials and sometimes cash. The foreign investor supplies cash, capital goods, industrial property rights and other assets.

Because corporate law is not highly

developed in China the by-laws of the joint venture must be comprehensive. Assuring adequate contractual safeguards is a complicated matter, since the Chinese tend to be wary of "fine print" and will hold up an agreement until they feel they understand it fully.

An updated joint venture law was promulgated in September, 1983.

### MINISTRY OF FOREIGN ECONOMIC RELATIONS AND TRADE

The Ministry of Foreign Economic Relations and Trade (MFERT) was established in 1982 by amalgamation of the former Ministry of Trade, the Ministry of Economic Relations with Foreign Countries, the State of Administrative Commission on Import and Export Affairs and the State Foreign Investment Commission. The components of MFERT present a good representation of its functions: development of China's foreign economic relations and trade, introduction of foreign investment and advanced technology to China and promotion of engineering projects and labour service cooperation with other countries.

Under the direction of its minister, MFERT formulates the operational policies and related rules and regulations for achieving its goals, organizes intergovernmental negotiations for economic cooperation and administers foreign trade and other external economic affairs.

In China, companies must receive authorization from MFERT to conduct import or export business. MFERT has special representatives stationed at Shanghai, Tianjin, Dalian and Guangzhou, to control China's foreign trade. If the trade activities are contrary to China's adopted trade policy and not in the interest of the country, MFERT or its representatives can stop or intervene by refusing to issue import-export licences of these transactions.

## USEFUL INFORMATION

## TAXES AND DUTIES

China's industrial taxation policy is based on the principles of equality and mutual benefit. The policy can offer more favourable terms in order to encourage the import of foreign capital and advanced technology.

Industrial and Commercial Consolidated Tax. Levied on all enterprises. Most goods and services are taxed at rates below 20 percent. The principle is that the rates for necessities should be lower than for luxuries, while the rates for materials used in production are lower than the rates for consumer items.

The tax on imported equipment could be exempted or reduced on your application.

**Income Tax on Joint Ventures** is 33 percent of net profit, split between the central and local governments. However, there are many preferential tax arrangements that can reduce this rate substantially.

Income Tax on Foreign Enterprises. A progressive tax levied against foreign enterprise income that is derived from within China. As with the tax on joint ventures, many preferential tax arrangements are possible.

**Individual Income Tax.** A progressive tax levied against all residents of China according to various residency categories (from 90 days to more than five years).

**Real Estate Tax.** Levied against land and building according to assessed values or rentals.

Car and Boat Licence Tax. Levied at the local level.

### CITIES IN CHINA





Customs Duties of 17 kinds are levied on 89 groups of goods, covering 939 categories. Import duties are calculated on the CIF price and range from 7.5 percent for essential goods to 400 percent for items such as cigarettes and liquor.

Exports are generally not taxed. In October 1986, the People's Republic of China announced 22 revisions to their foreign investment regulations for the encouragement of foreign trade and investment. The impact of these revisions will evolve with application, but early indications are that high priority, advanced technology projects will be given improved incentives in the form of management and financial control.

### TRADEMARKS, PATENTS AND COPYRIGHT

Foreign trademarks are registered for 10 years and may be renewed for further periods of 10 years. Application for renewals should be made six months before expiration, although extensions are permitted under certain circumstances. The procedure for application is straightforward.

Regulations for the protection of patents in China have been expected for some years. Patents have been protected on a case-by-case basis. There is an Association for the Protection of Industrial Property operating in Beijing, and staffed mainly by members of the China Council for the Promotion of International Trade. A patent law came into effect in April, 1985.

Copyright is not protected in China, which is not a member of the Universal Copyright Convention or the Berne Copyright Convention.

## SPECIAL ECONOMIC ZONES

Although foreign firms may set up operations virtually anywhere in China, the government established four areas in 1979 where special incentives are available. These include preferential tax treatment, essential support services, the absence of tariffs and low charges for land and labour.

The four areas are in the southeast. One borders on Hong Kong (Shenzhen), another borders Portuguese Macao (Zhuhai). These two areas have many foreign projects: industry, agriculture, livestock breeding, fishery projects, commerce, housing and tourism. Shantou and Xiamen are the other two zones; they will specialize in industries processing goods for export.

In April, 1984, 14 cities (Dalian, Qingdao, Yantai, Tianjin, Nantong, Qinhuangdao, Lianyungang, Shanghai, Ningbo, Wenzhou, Fuzhou, Zhanjiang, Beihai and Shenzhen) were designated as "open cities" along with Hainan Island. They enjoy many of the same privileges

as the special economic zones.

## AUTHENTICATION OF DOCUMENTS

Commercial documents such as bills of lading, invoices and insurance certificates issued in China are usually signed by hand and often carry a company seal as well. The China Council for Promotion of International Trade certifies documents and issues certificates of origin, since there is no Chamber of Commerce in China and authentication of documents by foreign consulates is not acceptable.

Invoices usually incorporate certificates of origin, packing weight and measurement lists,

unless separate documents are specified. Sanitary specifications and quality certifications are usually combined into one document.

Standard trade contracts are issued by the various Chinese foreign trade corporations and are printed in both Chinese and English. Both languages are legally valid. The contracts are usually explicit. Since the Chinese expect strict adherence to their terms, you're advised to be certain all particulars are included.

### NOTARIES AND LAWYERS

Notary services are available in China now, although there are only a few thousand notaries throughout the country. The number of lawyers is increasing, too. At the time of Mao Zedong's death in 1976, there were no more than 400 lawyers in all of China. With the establishment, modification and application of commercial law, however, the number has grown.

## TRANSLATION OF DOCUMENTS

The Chinese appreciate having business correspondence in Chinese, although this practice is not strictly necessary. However, it may accelerate correspondence, since the amount of printed material flooding into China is straining the capacity of local translators. It's wise to include an English copy of the letter with the translation, to guard against possible ambiguity resulting from the translation.

Ideally, trade literature should be fully translated. But translation is very expensive. It may be possible to make do with a translation of the cover and key portions of the contents. Although the translation can be done quicker here in Canada, you should be careful to ensure

that the translator is familiar with the industry terminology and with the simplified characters used in China today.

There are also numerous promotional agencies in Hong Kong offering relatively inexpensive, efficient and accurate translation services.

#### **ADVERTISING**

Advertisements may be in daily newspapers, on radio, on television, on outdoor billboards and in subway stations. Trade magazines and scholarly journals also carry advertising directed to their special readership.

### ARBITRATION OF DISPUTES

Where disputes cannot be resolved among the parties to a joint venture, they are usually handled by an established Chinese arbitration tribunal or an arbitration board agreed to by all the parties. In some cases, foreign arbitration bodies have been acceptable to the Chinese. In reality, disputes rarely get to arbitration.

### COMMUNICATIONS

In 1985, there were 5 million telephones in China; Canada had 16 million. Facilities and service are relatively good in Beijing, Shanghai and Guangzhou, but only fair in other cities. Telephone, telegraph and telex links exist between the major principal cities and the rest of the world.

The postal system is nationwide. Airmail is reasonably fast. Surface mail is slow, particularly for packages entering or leaving China.

## TRAVEL INFORMATION

#### **VISAS**

All visitors to China must have a visa obtained from a Chinese embassy or consulate. Citizens of Israel, South Africa and South Korea are usually refused.

### LIMITATIONS ON TRAVEL

Destinations and itineraries in China must be listed on the visa application form. Changes after arrival usually require official approval. However, if your Chinese host suggests a change of destination, he will almost certainly have to clear it first. Approval will be swift.

### INTERNAL TRAVEL

Foreigners may travel inside China only with official permission. Changes to established itineraries must be authorized in advance. Freedom of movement inside a city on one's itinerary is usually permitted.

Most Chinese cities are served by extensive bus networks but taxis are preferable because city maps are hard to obtain. Taxi stands are located at most hotels. If you need a taxi to return from an appointment, it's prudent to ask the driver to wait. The waiting fee is low and it may be difficult to get another cab.

Rates are about the same as those in Canada. Handing out tips to drivers has been prohibited in the past, but this is changing.

#### **ACCOMMODATION**

As a result of a major drive to upgrade existing hotels and build new ones, hotel accommodation is much improved. A limited but increasing number of hotels are now accepting advance reservations.

Other accommodation is virtually nonexistent, except for tourists who may visit exotic locales and stay in equally exotic lodgings, like a felt "yurt" in Mongolia. Until projects to build housing for long-term foreign visitors are completed, hotels are it.

#### **CUSTOMS**

Although regulations have been relaxed, keep a complete list of all the possessions you take into China. These items, especially cameras, wristwatches, radios, jewellery, etc., must be taken out when you leave. A duplicate of the list should stay with Chinese customs.

Cigarettes and alcohol may be imported

in small amounts for personal use.

Keep all receipts or memos of money transactions in case customs authorities ask for documentation when you leave.

Chinese currency cannot be taken in or out of China. Use foreign exchange certificates instead. They are available at branches of the Bank of China, major hotels and airports in seven denominations.

### SHOPPING, CREDIT CARDS, TRAVELLER'S CHEQUES

China maintains a network of "Friendship Stores" for the exclusive use of visitors in all the principal cities. These stores carry items of

everyday use as well as Chinese handcrafted items. Visitors may shop in other stores as well; prices may be lower, although language could be a problem. Any antiques more than 150 years old cannot be exported.

Payment is made in foreign exchange certificates, obtained at branches of the Bank of China. However, credit cards are often accepted at major Friendship Stores and hotels. They may also be used to obtain cash at branches of the Bank of China in the principal cities.

Most traveller's cheques are accepted

throughout China.

### **ENTERTAINMENT**

China has little night life as we know it. Dancing, forbidden during the Cultural Revolution, 1966-76, is now making a comeback. Some bars stay open very late, but music is still rare in them, as are cabaret shows. There are movies and stage shows, but most entertainment consists of visiting museums or tourist sites such as the Great Wall.

### **GIFTS**

Chinese officials were forbidden to solicit or receive gifts in the past. Nowadays, small souvenir gifts are acceptable.

### GENERAL BEHAVIOUR

The Chinese are generally polite, well-behaved, and have a lively sense of humour. They enjoy a joke, but not at the expense of China or its customs. Drunkenness or other extreme forms of behaviour are considered very bad manners and could result in an official reprimand.

## HOW WE CAN HELP

The ministry's China Section was established to assist Ontario companies to learn about business opportunities in Hong Kong and China, and to facilitate the development of those business opportunities.

This is accomplished by means of counselling and information programs, trade missions and exhibitions in China and Hong Kong; and listing appropriate Ontario business people to incoming buyers and delegations from China.

In addition, the ministry has a trade office in Hong Kong, one of 13 such representative offices maintained by Ontario around the world. The Hong Kong office is responsible for developing business opportunities in Hong Kong and the southern provinces of China.

For more information on the services offered by the China Section or the Hong Kong

office, please contact:

China Section
Ministry of Industry, Trade and
Technology
5th Floor, Hearst Block
900 Bay Street
Toronto, Ontario
M7A 2E1
Telephone: (416) 965-2781

Telex: 06-219786

Government of Ontario/Canada Hong Kong Office Admiralty Centre Tower 1 Suite 1303 18 Harcourt Road Hong Kong Telephone: 852-5-276-421

Telex: 802-61871

### ONTARIO OFFICES

BROCKVILLE 2211 Parkedale Avenue Brockville K6V 6B2

Telephone: (613) 342-5522

HAMILTON 3rd Floor 119 King Street West Hamilton L8N 3Z9 Telephone: (416) 521-7783

KINGSTON Suite 308 1055 Princess Street Kingston K7L 5T3 Telephone: (613) 545-4444

KITCHENER Suite 507 305 King Street West Kitchener N2G 1B9 Telephone: (519) 744-6391

LONDON Suite 607 195 Dufferin Avenue London N6A 1K7 Telephone: (519) 433-8105

NORTH BAY 147 McIntyre Street North Bay P1B 2Y5 Telephone: (705) 472-9660 ORILLIA
PO Box 488
2nd Floor
Sterling Trust Building
73 Mississaga Street East
Orillia L3V 6K2
Telephone: (705) 325-1363

OTTAWA Suite 404 56 Sparks Street Ottawa K1P 5A9 Telephone: (613) 566-3703

OWEN SOUND Suite 107 Nor-Towne Plaza 1131 Second Avenue East Owen Sound N4K 2J1 Telephone: (519) 376-3875

PEEL 11th Floor 4 Robert Speck Parkway Mississauga L4Z 1S1 Telephone: (416) 279-6515

PETERBOROUGH 139 George Street North Peterborough K9J 3G6 Telephone: (705) 742-3459

SAULT STE. MARIE 5th Floor, 421 Bay Street Sault Ste. Marie P6A 1X3 Telephone: (705) 942-8000

ST. CATHARINES Suite 401 Provincial Gas Building 15 Church Street St. Catharines L2R 3B5 Telephone: (416) 688-1454 SUDBURY 4th Floor 199 Larch Street Sudbury P3E 5P9 Telephone: (705) 675-4330

THUNDER BAY PO Box 5000 Ontario Government Building 435 James Street South Thunder Bay P7C 5G6 Telephone: (807) 475-4088

TIMMINS Suite 200 273 Third Avenue Timmins P4N 1E2 Telephone: (705) 264-5393

WILLOWDALE Suite 480 5 Fairview Mall Drive Willowdale M2J 2Z1 Telephone: (416) 491-7680

WINDSOR Room 227 Ontario Government Building 250 Windsor Avenue Windsor N9A 6V9 Telephone: (519) 252-3475

## FEDERAL GOVERNMENT OFFICES

China Desk, East Asia Bureau Department of External Affairs 125 Sussex Drive Ottawa, Ontario K1A 0G2

Telephone: (613) 992-6129

Export Development Corporation 110 O'Connor Street Box 655 Ottawa, Ontario K1P 5T9 Telephone: (613) 237-2570

Ontario Regional Office Export Development Corporation Suite 810 National Bank Building 150 York Street Toronto, Ontario M5H 3S5 Telephone: (416) 364-0135

Industrial Cooperation Division
Canadian International Development
Agency
200 Promenade du Portage
Hull, Quebec
K1A 0G4
Telephone: (819) 997-7901

Department of Regional Industrial Expansion 1 First Canadian Place Toronto, Ontario M5X 1B1 Telephone: (416) 369-4941

## USEFUL ADDRESSES

### In Beijing

The Canadian Embassy 10 San Li Tun, Chao Yang District Beijing

The People's Republic of China

Telephone: 521475

Telex: 22717 CANAD CN

### In Shanghai

Canadian Consulate General Villa No. 1-25 Hongqiao Villa No. 386 Hong Mei North Road Shanghai The People's Republic of China Telephone: 328913

Telex: 33608 CANAD CN

### In Hong Kong

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## BANKS WITH CHINESE AND HONG KONG REPRESENTATION

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Telephone: 5-295511

ROYAL BANK OF CANADA Room 5088, Beijing Hotel Beijing The People's Republic of China Telephone: 552311 (ext. 5088)

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> The Royal Bank of Canada International Banking Division 13th Floor Royal Bank Plaza Toronto, Ontario M5J 2J5 Telephone: (416) 974-4479

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Thorne Ernst & Whinney Commercial Union Tower P.O. Box 262 Toronto-Dominion Centre Toronto, Ontario, Canada M5K 1J9

Telephone: (416) 868-8744





## MINISTRY OF INDUSTRY, TRADE AND TECHNOLOGY Province of Ontario Queen's Park Toronto, Canada M7A 2E1

T9/87 © Queen's Printer for Ontario, 1987

ISBN 0-7729-2241-1